



EMERGENCY PERMITS

Resource Specialist, CLAD, BCLAD, and Library Media Teacher Services

The Emergency Permits described below are available only at the request of an employer. Individuals may **not** apply directly to the Commission for these documents. If you wish to seek employment based upon an emergency permit, please contact your prospective employer for more information. Effective January 1, 1998, the emergency permits described may be reissued to an applicant a maximum of four times, authorizing a maximum of five years of service.

The employer and the individual must meet **both** the general and specific requirements (described below and on the following pages) as prerequisites for issuance of Emergency Permits.

General Requirements for Initial Issuance of Emergency Permits

Individuals must satisfy **all** of the following requirements:

1. Possess a baccalaureate or higher degree from a regionally-accredited college or university
2. Pass the California Basic Educational Skills Test (CBEST) (For more information, contact the CBEST Program, National Evaluation systems, Inc., P.O. Box 340880, Sacramento, CA 94834-0880, (916) 928-4001, or toll free (800) 262-5080 or visit their website at www.cbest.nesinc.com.)
3. Complete the requirements for the specific permit as described below
4. Submit verification of completion of all requirements for the specific emergency permit to your employer
5. Provide written intent to complete requirements for reissuance during the valid period of the permit
6. Submit a completed application ([form 41-4](#), revised 7/05 or later), current [processing fee](#), and, if not previously submitted, a completed LiveScan receipt ([form 41-LS](#)). Out-of-state residents have the option of submitting two fingerprint cards (FD-258) in lieu of a LiveScan receipt. If submitting fingerprint cards, current [fingerprint processing fees](#) must accompany the application packet.
7. The employing agency must have an annual Declaration of Need for Fully Qualified Educators on file with the Commission

Additional Information

- The employing agency must provide orientation, guidance, and assistance when an individual obtains, for the first time, any of the emergency teaching permits described (The employing agency may vary the nature, content, and duration of the orientation to match the amount of training and experience previously completed by the emergency permit teacher.) It shall include, but not be limited to, an overview of **all** of the following topics:
 - a. the curriculum that emergency permit holder is expected to teach
 - b. effective techniques of classroom instruction at the emergency permit holder's assigned level—preschool, elementary, middle, secondary, or adult education
 - c. effective techniques of classroom management at the emergency permit holder's assigned level—elementary or secondary

To the extent reasonably feasible, the orientation to teaching shall occur before the emergency permit holder begins his or her teaching assignment.

- The employing agency will assign an experienced educator to guide and assist each holder of an emergency permit described in this leaflet (The experienced educator shall be a certificated employee of the employing agency, or a certificated retiree of a California school district or county office of education, and have completed at least three years of full-time classroom teaching experience.)
- Emergency permits are valid for one year
- Teaching or service authorized by an emergency permit (except the 30-Day Substitute and Prospective Substitute Permits) is restricted to schools operated by the employing agency that requested the permit

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Requirements for Reissuance of Emergency Teaching/Services Permits

Individuals must satisfy **all** of the following requirements:

1. Submit a completed application ([form 41-REN](#)), full application processing [fee](#), and Emergency Permit Renewal Verification form ([CL-469](#)), verifying completion of all renewal requirements for the specific emergency permit
2. For the first reissuance only, **all** of the following requirements must be verified on form [CL-469](#):
 - a. your employer must verify that orientation, guidance, and assistance have been provided
 - b. obtain an evaluation by a Commission-approved professional preparation institution identifying requirements the emergency permit holder must complete to be eligible for the related credential
 - c. verify completion of at least six semester units or nine quarter units of accredited course work (with a grade of “C” or better) in a Commission-approved professional preparation program or subject-matter program required for issuance of the related credential (The course work must be completed after the issuance date of the current permit and prior to the requested reissue date and must be verified by the authorized individual in the credentials department at the college or university.)
3. For all subsequent reissuances, **both** of the following must be verified on form [CL-469](#):
 - a. your employer must verify that guidance and assistance have been provided
 - b. complete at least six semester units or nine quarter units of accredited course work (with a grade of “C” or better) in a Commission-approved professional preparation program or subject-matter program required for issuance of the related credential (The course work must be completed after the issuance date of the current permit and prior to the requested reissue date and must be verified by the authorized individual in the credentials department at the college or university.)
4. The employing agency must have an annual Declaration of Need for Fully Qualified Educators (form CL-500) on file with the Commission

Specific Requirements for Initial Issuance

Emergency Resource Specialist Permit

The Emergency Resource Specialist Permit authorizes the holder to perform the following duties:

- Provide instruction and services to pupils whose needs have been identified in an individualized education program developed by the program team and who are assigned to regular classroom teachers for a majority of a school day
- Provide information and assistance to individuals with exceptional needs and their parents
- Provide consultation, resource information, and materials regarding individuals with exceptional needs to parents and regular staff members
- Coordinate special education services with the regular school programs for each individual with exceptional needs enrolled in the resource specialist program
- Monitor pupil progress on a regular basis, participate in the review and revision of individualized education programs, as appropriate, and refer pupils who do not demonstrate progress to the individualized education program team
- Emphasize, at the secondary school level, academic achievement, career and vocational development, and preparation for adult life

Requirements for the Emergency Resource Specialist Permit

Individuals must satisfy **all** of the following requirements:

1. **One** of the following requirements must be satisfied:
 - a. possess a valid California teaching credential requiring a baccalaureate degree and a professional preparation program, including student teaching
 - b. possess or demonstrate eligibility for an out-of-state credential in special education requiring a baccalaureate degree, and have completed a program accredited by the responsible state licensing agency at a regionally-accredited institution

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2. **One** of the following requirements must also be satisfied:

- a. individuals who hold a basic California teaching credential that does not authorize instruction for special education students must demonstrate intent to enroll in a Commission-approved program for the appropriate Education Specialist Instruction Credential within the valid period of the emergency permit
- b. individuals who hold a California teaching credential that authorizes instruction for special education students must demonstrate intent to either enroll in a Commission-approved program or complete the assessment for the Resource Specialist Certificate of Competence within the valid period of the emergency permit
- c. individuals who hold or are eligible for an out-of-state credential in special education must demonstrate intent to enroll in either a Commission-approved program for the appropriate Education Specialist Instruction Credential or the basic teaching credential, within the valid period of the emergency permit

To reissue an Emergency Resource Specialist Permit the individual and the employing agency must meet the requirements for reissuance of emergency permits. In lieu of the six semester units of course work, individuals who hold a California teaching credential authorizing instruction for special education students may complete the assessment for the Resource Specialist Certificate of Competence.

Emergency Bilingual, Crosscultural, Language and Academic Development (BCLAD) Permit

The Emergency BCLAD Permit authorizes the holder to provide the following services to English learners:

- Instruction for English language development, and instruction for primary language development in the language of emphasis in preschool, grades K–12, and in classes organized primarily for adults, except when the prerequisite credential or permit is a designated subjects adult education teaching credential or a children’s center or child development permit, in which case instruction for English language development and primary language development is limited to the programs authorized by that credential or permit
- Specially designed content instruction delivered in English in the subjects and at the levels authorized by the prerequisite credential or permit
- Content instruction delivered in the language of emphasis in the subjects and at the levels authorized by the prerequisite credential or permit

Requirements for the BCLAD Permit

Individuals must satisfy **all** of the following requirements:

1. Possess a valid California teaching credential, services credential*, Children’s Center Instructional Permit, or Children’s Center Supervision Permit authorizing the holder to provide instruction to pupils in preschool, K–12, or classes organized primarily for adults, except for the following: emergency permits, Short-Term Staff Permits, Provisional Internship Permits, Exchange Credentials, District Intern Credentials, Sojourn Credentials, and University Internship Credentials
2. Verify target-language proficiency by **one** of the following:
 - a. pass the listening and speaking sections of Test 6 of the [BCLAD Examinations](#), in the target language
 - b. pass an assessment covering oral language proficiency, both listening and speaking, administered by a California college or university as a part of its Commission-approved BCLAD emphasis program in the target language
 - c. pass an assessment covering oral language proficiency if Test 6 BCLAD is not available, both listening and speaking, in the target language, performed by an approved organization
 - d. possess a valid, non-emergency California Single Subject or Standard Secondary Teaching Credential with a major in the target language
 - e. possess a three-year or higher degree from a [foreign institution](#) in which all instruction was delivered in the target language (The [foreign institution](#) must be equivalent in status to a regionally-accredited institution of higher education in the United States.)

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To reissue an Emergency BCLAD Permit, individuals and their employers must meet the requirements for reissuance of emergency permits specified above. In lieu of the six semester units of course work, individuals must complete **both** of the following:

1. Pass either Test 4, Test 5, or all four parts of Test 6 of the [BCLAD Examinations](#) if these tests, or their equivalent, were not passed prior to issuance of the current permit (If all of these tests have been passed, three semester units of course work required for the CLAD Certificate may be substituted. Passing the four parts of Test 6 is not required of anyone who qualifies for the emergency permit by completing subsections [d] or [e] above.)
2. Pass either Test 1, Test 2, or Test 3 of the [BCLAD Examinations](#) if these tests, or their equivalent, were not passed prior to issuance of the current permit (If all of these tests were passed, or if the individual opts to complete course work in lieu of taking these tests, three semester units of course work required for the CLAD Certificate may be substituted.)

Emergency Crosscultural, Language and Academic Development (CLAD) Permit

The Emergency CLAD Permit authorizes the holder to provide the following services to English learners:

- Instruction for English language development in preschool, grades K–12, and in classes organized primarily for adults, except when the prerequisite credential or permit is a Designated Subjects Adult Education Teaching Credential, or a Children’s Center or Child Development Permit, in which case instruction for English language development is limited to the programs authorized by that credential or permit
- Specially designed content instruction delivered in English in the subjects and at the levels authorized by the prerequisite credential or permit

Requirements for the Emergency CLAD Permit

Individuals must satisfy the following requirement:

- Possess a valid California teaching credential, services credential* Children’s Center Instructional Permit, or Children’s Center Supervision Permit authorizing the holder to provide instruction to pupils in preschool, K–12, or classes organized primarily for adults, except for the following: emergency permits, Short-Term Staff Permits, Provisional Internship Permits, Exchange Credentials, District Intern Credentials, Sojourn Credentials, and University Internship Credentials

To reissue an Emergency CLAD Permit, individuals and their employers must meet the requirements for reissuance of emergency permits as stated previously. In lieu of the six semester units of course work, the individual may complete **one** of the following:

1. Pass a combination of any two of the following: Test 1, Test 2, or Test 3 of the CLAD Examination, if these tests were not passed prior to issuance of the current permit
Note: Only candidates who passed one or more of the CLAD Examinations 1-3 by the June 23, 2005 test date are eligible to take the final administration of the CLAD Examinations on June 24, 2006. All other candidates must take the California Teacher of English Learners (CTEL) Examination, as described below.
2. Pass a combination of any two of the following: Test 1, Test 2, or Test 3 of the [CTEL Examination](#), if these tests were not passed prior to the issuance of the current permit
3. If all tests were passed but the individual has not yet met the second language requirement, or if the individual opts to complete course work in lieu of taking the tests, three semester units of course work required for the CLAD Certificate may be substituted for each test not taken

Library Media Teacher Services

The Emergency Library Media Teacher Services Permit authorizes the holder to serve as a school or district librarian.

Requirements for the Emergency Library Media Teacher Services Permit

Individuals must satisfy **one** of the following requirements:

1. Possess a valid California teaching credential based on a baccalaureate degree and a professional preparation program, including student teaching, and demonstrate a written intent to complete the requirements for reissuance during the valid period of the permit

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2. Verify possession of, or demonstrate eligibility for an out-of-state credential or certificate authorizing service as a school librarian and demonstrate a written intent to enroll in a Commission-approved program for the Library Media Teacher Services Credential or a prerequisite credential

To reissue a Library Media Teacher Services Permit, individuals and their employers must meet the requirements for reissuance of emergency permits as stated above.

*The only services credential that meets this requirement is a Clinical Rehabilitative Services Credential with a Special Class Authorization.

Reference: California Education Code, Sections 44251(c), 44256.4(b)(1), 44265, 44268, and 44300, and Title 5, California Code of Regulations, Sections 80023 through 80023.2, 80024.3.1, 80024.4 through 80024.8, 80026 through 80026.6